



2020 Back to School Training Reminders

BLOODBORNE PATHOGENS

Required: Yes

Frequency: Annual

Employee Group: All employees identified as having a potential for occupational exposure

To address the specific issues and concerns of school staff with regard to Bloodborne Pathogens and comply with California Code of Regulations, and 29 Code of Federal Regulations Part 1910.

Annual Program Review and Update Requirements

The Exposure Control Plan shall be **reviewed and updated at least annually** and whenever necessary to reflect new or modified tasks and procedures which affect occupational exposure; to include new or revised employee positions with occupational exposure and to review and evaluate any exposure incidents which occurred since the previous update.

Annual Training Requirements

Employers shall ensure that all employees with occupational exposure participate in a training program which must be provided at no cost to the employee and during working hours. Training shall be provided at the time of initial assignment to tasks where occupational exposure may take place and at least annually thereafter.

Bloodborne Pathogens: 801.01



CHILD ABUSE MANDATED REPORTER TRAINING

Required: Yes

Frequency: Annual within 6 weeks of the start of the school or time of hire

Employee Group: All employees

Per AB 1432 and *Education Code* Section 44691, local Educational agencies (LEAs) are required to provide training to their employees in child abuse detection and mandated reporting obligations under the Child Abuse and Neglect Reporting Act (CANRA). All local educational agencies (LEAs) are required to train **all** employees **each** year, within 6 weeks of the start of the school year, on what they need to know in order to identify and report suspected cases of child abuse and neglect. "All employees" includes anybody working on the LEA's behalf, such as teachers, teacher's aides, classified employees, and any other employees whose duties bring them into direct contact and supervision of students. LEAs must also develop a process to provide proof that employees received training.

Mandated Reporter: 901.301_SIA (Includes Grooming)





2020 Back to School Training Reminders

COMPREHENSIVE SCHOOL SAFETY PLANS (CSSP) AND EMERGENCY ACTION PLAN (EOP)

Required: Yes

Frequency: Annual

Employee Group: All employees

Schools and districts must comply with California *Education Code (EC)* sections 32280–89. It is your responsibility to ensure ongoing compliance with requirements including the development, revision, and updating of comprehensive school safety plans through a collaborative process and that plans be approved annually by the school district or county office of education by March 1. School site councils or designated safety committees must work with educators, classified staff, parents, and community leaders; they must consult with law enforcement to ensure these plans are effective and current. The safety plans must comply with all requirements, and counties must notify the CDE by October 15, 2018, of any schools that have not complied.

The Cal/OSHA Emergency Action Plan standard (§ 3220) sets minimum requirements for what the Plan should include when a workplace has an emergency action plan. Employers with more than 10 employees must have such a plan in writing. Employers with 10 or fewer employees do not need to have a written plan, but they do need to meet all the other requirements of the Emergency Action Plan standard and must communicate these elements to employees.

- <https://www.cde.ca.gov/ls/ss/vp/documents/schoolsafetyplanchklist.pdf>
- <https://www.dir.ca.gov/title8/3220.html>
- https://www.dir.ca.gov/chswc/WOSHTEP/iipp/Materials/Factsheet_J_Preparing_for_Emergencies-1030.pdf

CSSP and EOP Required-Emergency Preparedness Trainings

1. ICS 100/ICS 200/ICS Goes to School
2. Lock-Down: 101.01
3. Hold and Secure: 102.01
4. Shelter-In-Place: 103.01
5. Emergency Evacuation: 104.01
6. Drop-Cover-Hold: 105.01
7. Student Release





2020 Back to School Training Reminders

COVID-19 Training Information for Employees

Required: Yes

Frequency: Upon return to work

Employee Group: All employees

Training Information as required by the California Guidance, sourced from the CDC should be provided to all employees. The materials contain optional supplemental information on Coping with Stress and De-escalation techniques when responding to others.

SIA COVID-19 training: 406.301



EPINEPHRINE AUTO-INJECTORS IN SCHOOLS

Required: Yes

Frequency: Annual

Employee Group: All designated staff

Anaphylaxis is a potentially life-threatening hypersensitivity to a substance. The reaction can occur within seconds or minutes of encountering an allergic trigger, including but not limited to an insect sting, food allergy, drug reaction (e.g., antibiotics, aspirin and non-steroidal inflammatory drugs), and exercise.

California *Education Code (EC)* Section 49414, as amended by Senate Bill 1266, effective January 1, 2015, requires school districts to provide emergency epinephrine auto-injectors to school nurses or trained personnel who have volunteered, and provides that school nurses or trained personnel who have volunteered may use epinephrine auto-injectors to provide emergency medical aid to persons suffering or reasonably believed to be suffering from an anaphylactic reaction. The legislative history of SB 1266 indicates the intent to protect not only children with previously diagnosed allergies, but also children who do not know they are allergic and who therefore may not have prescribed epinephrine.

Schools may designate one or more volunteers to receive initial and annual refresher training, based on the standards developed by the SSPI, regarding the storage and use of an epinephrine auto-injector from the school nurse or another qualified person designated by an authorizing physician. Training should include the following information:

- Techniques for Recognizing Symptoms of Anaphylaxis
- Standards and Procedures for Emergency Use and Storage of Epinephrine Auto-Injectors
- Emergency Follow-up Procedures
- Recommendations on Necessity of Instruction and Certification in Cardiopulmonary Resuscitation (CPR)
- Instruction on How to Determine Whether to Use an Adult Epinephrine or a Junior Epinephrine Auto-injector
- Written Materials Covering the Information Above

Anaphylaxis_CAL 827C.301





2020 Back to School Training Reminders

HEALTHY SCHOOLS ACT AND INTEGRATED PEST MANAGEMENT

Required: Yes

Frequency: Annual

Employee Group: All employees using a pesticide, including sanitizing wipes

As of January 1, 2015, all school sites/districts were required to **create an IPM plan**, and make it available online and at the school office. For a template visit the Department of Pesticide Regulation’s (DPR) School IPM website www.cdpr.ca.gov/schoolipm/. Additionally, all school sites/districts **must send an annual pesticide use report** for pesticides made by school site employees to the Department of Pesticide Regulation (DPR). The reporting form is available online here <http://www.cdpr.ca.gov/docs/enforce/prenffrm/dpr-hsa-118.pdf>. The Report must be submitted, no later than January 30th of every year following the year of use, to: *School Pesticide Use Reporting, Department of Pesticide Regulation, P.O. Box 4015, Sacramento, CA 95812-4015*

As of July 1, 2016: Annual training is required of all school staff members using a pesticide, including licensed pesticide applicators, at a school or child care center needs to take an HSA training course. This includes, but is not limited to disinfecting wipes, sanitizers, and weed-killers. This training is free and available online at <http://apps.cdpr.ca.gov/schoolipm/training/main.cfm>

Integrated Pest Management 902.301



INJURY & ILLNESS PREVENTION PROGRAM

Required: Yes

Frequency: At time of hire

Employee Group: All employees

The Injury and Illness Prevention Program (IIPP) is a basic written workplace safety program. Title 8 of the California Code of Regulations (T8CCR) section 3203, requires every employer to develop and implement an effective IIPP. An effective IIPP improves the safety and health in your workplace and reduces costs by good management and employee involvement. The 8 required Injury and Illness Prevention Program elements are; Responsibility, Compliance, Communication, Hazard Assessment, Accident/Exposure Investigation, Hazard Correction, Training and Instruction and Recordkeeping.

To be effective your IIPP must fully involve all employees, supervisors, and management and identify the specific workplace hazards employees are exposed to. It must also address procedures to correct identified hazards in an appropriate and timely manner. Lastly, but perhaps most importantly, it must include plans to provide effective training and a list of training subjects. **Remember, how well you actually put into practice your IIPP in your workplace is what will determine how effective it is. You must regularly review and update your IIPP in order for it to remain effective.**

Online electronic IIPP Template: <https://www.dir.ca.gov/dosh/etools/09-031/how.htm>



2020 Back to School Training Reminders

SCIENCE SAFETY HANDBOOK FOR CALIFORNIA PUBLIC SCHOOLS & SCHOOL CHEMICAL HYGIENE PLAN

Required: Yes

Frequency: Set by District Policy – recommended at least every 2 years

Employee Group: All Science Teachers

This handbook was updated in 2014 and includes information to help make your kindergarten through grade twelve science environment safe. Laboratory activities and demonstrations represent an essential part of effective science teaching. Written materials and pictures can convey an enormous amount of information, but students more fully understand the concepts related to science when they participate in or observe learning activities involving laboratory experiments and demonstrations.

When students adhere strictly to standard safety precautions, they are unlikely to encounter any risks greater than those they might encounter in physical education, vocational education, or home economics classes. Science teachers should advocate safety and have the information necessary to inform community and school groups and involve them in support of activity-based science classes.

- [Science Safety Handbook for California Public Schools](#) (PDF)
- Chemical Hygiene Plan Cal/OSHA: <https://www.dir.ca.gov/title8/5191.html>
- Hazard Communication Program Training
- Bloodborne Pathogens Program Training

SEXUAL HARASSMENT AND ABUSIVE CONDUCT

Required: Yes

Frequency: Annually

Employee Group: All Employees

All employers in the state of California with 5 or more employees are required to provide at least 2 hours of classroom or other effective interactive training and education regarding sexual harassment to all supervisory employees and at least 1 hour to all non-supervisory employees. The training is to be provided within 6 months of their assumption of a position. The training requirements are to be met by January 1, 2021. Thereafter, each employer covered by this section shall provide sexual harassment training and education to each employee once every two years. If the district has provided the training and education to an employee in 2019, they are not required to provide refresher training until two years thereafter.

SIA_Sexual Harassment and Abusive Conduct: 803.301





2020 Back to School Training Reminders

SUICIDE PREVENTION POLICY

Required: Yes

Frequency: Set by District Board Policy

Employee Group: All educators in grades 7-12

Effective July 1, 2017, **(AB 2246) updated** Education Code section 215 to require local education agencies (LEAs) serving any of grades 7 to 12 to adopt a policy on pupil suicide prevention for those grades.

Section 215 requires the State Department of Education to develop and maintain a model policy to serve as a guide. As of this writing, that model policy has not been published, but when published is likely to be available at <http://www.cde.ca.gov/ls/cg/mh/suicideprevres.asp>. An uncodified section of the bill states that there is an existing model policy, from the Trevor Project, which is available for adoption or adaptation by LEAs and the State DOE. Model policy is available at: <http://www.thetrevorproject.org/pages/modelschoolpolicy>.

Youth Suicide Awareness and Prevention 903.101



ESCAPE: End Sexual abuse of Children with Awareness, Prevention & Education

Required: Recommended

Frequency: Annual

Employee Group: All employees and volunteers

An educational video series was developed in conjunction with Diane Cranley, an expert in child sexual abuse prevention. The 9 Module series was designed to help school staff identify and report suspicious behaviors that may indicate adult sexual misconduct or child sexual abuse and develop best practices for the prevention of adult sexual misconduct and child sexual abuse in schools. A Discussion guide accompanies each module of the series to help facilitate discussions between staff about preventing child sexual abuse.

Sexual Abuse Prevention Training Series

1. SIA Escape Module 1: 904.301
2. SIA Escape Module 2: 904.301
3. SIA Escape Module 3: 904.301
4. SIA Escape Module 4: 904.301
5. SIA Escape Module 5: 904.301
6. SIA Escape Module 6: 904.301
7. SIA Escape Module 7: 904.301
8. SIA Escape Module 8: 904.301
9. SIA Escape Module 9: 904.301





2020 Back to School Training Reminders

Slips, Trips and Falls Prevention

Required: Recommended

Frequency: Annual

Employee Group: All employees and volunteers

Slips, Trips and Falls: 805.301



Working Well from Home

Required: Recommended

Frequency: Annual

Employee Group: All employees and volunteers

Working Well from Home: 910.101

